

Board of Commissioners
Minutes
June 8, 2022

The Commission meeting convened at 10AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner Nelson, Commissioner Porter, Superintendent Jason Gagnon, Fire Chief Pat Preece, and Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting called to order by Commissioner Nelson at 10:00AM.

Minutes

Motion of Commissioner Porter and seconded by Commissioner Nelson to accept the Public Meeting Minutes from May 11, 2022, Public Meeting Minutes from May 25, 2022, Non-Public Meeting Minutes from May 11, 2022, and Non-Public Meeting Minutes from May 25, 2022.

Motion carried by 2-0 voice vote.

Fire Department

Membership:

37 Members

One pending application waiting for the back ground check to come back. (Still waiting)

Personnel:

2 members on leave at this time

2 members out on COVID at this time.

Training:

Department Training. The department performed forestry training, cutting fire lines and using the pumps. This went well it was a good refresher for all members.

Tower 2 Training: they will be doing ladder truck operations.

Rescue Training. Will be doing cardiac training, Zoll will be doing a refresher on the AutoPulse.

Department Activities:

Performed a CO and Fire Alarm inspection for the new Clark Shoe location at Settlers Green and they passed all inspections and a CO was issued.

Emergency Calls:

The fire department has responded to 122 calls for the month of May

The fire department has responded to 12 calls for the month of May

The department has responded to 662 calls year to date for 2022

Apparatus / Trucks:

Scoot on the apparatus; Ben Croce has been working hard on removing the scoot. He has completed the tower truck. This is a time consuming process using deferent compounds and wax.

Engine 1 has to be repaired for an emission problem should be next week when they can get in the shop.

Equipment Issues:

Purchase for New Equipment:

Rescue tools purchase \$50,000.00 the tools has a 26 week delivery time. The rescue tools has been ordered prior to the price increase.

New Business

Superintendent's Report

Project Status

Well 2R

No change.

Sludge Dryer

No change. SRF Pre-App submitted.

Saco River Erosion

No change. SRF Pre-App submitted.

WWTF Aeration Upgrades

No change. We have learned that if the capacity upgrade is linked to septage, the Precinct will be eligible for an additional 10% SAG funding. We believe we can make this case and intend to on our SAG application later this year. This could result in another \$290K savings for the Precinct on this project.

Cranmore-Artist Falls Water Main

No change. SRF Pre-App submitted.

Country Road Sewer

I met with HEB on Tuesday to discuss plans moving forward. As of now, the plan is to survey existing septic systems in order to help plan the best possible sewer main routes through the area. We also discussed the idea of breaking the collections area up into

different sections (with different outlets) in order to minimize pavement disturbance and potentially limit the need for outside easements.

Barnes Road Water Main

Work is progressing. Crews encountered a couple of unknowns up near the MacMillan Lane / Home Depot intersection, including damaged pipe feeding MacMillan Lane and an unknown service loop feeding Home Depot. This added approximately 2 days to the work but was very important to address while we had the road open. This will likely result in a change order from the contractor.

North-South Road Water Main

We have received approval from the State to go ahead with the pipe in this location. I have the formal agreement for the Commission to sign during the meeting.

Motion of Commissioner Porter and seconded by Commissioner Nelson to allow Jason Gagnon to sign the Use & Occupancy Agreement for the North-South Watermain.

Motion carried by a 2-0-0 voice vote.

On a less positive note, the developer we had been working with on the Tractor Supply Development has sold their interest to another party. We have begun the work all over again to get a reimbursement agreement with the new developer.

Rules & Regulations Update

I've left this in my report for discussion purposes. If the Commission is comfortable with the updated versions, we will schedule a public hearing during the next regular Commission meeting.

Request for Credit of Buy-In Fees

No Change. From my last report:

After much consideration, one of the key issues for this request is that it sets precedent. From my perspective, it's important that we set the right precedent with clearly defined guidelines – and not make this or future decisions judgment calls. To help with this, language has been inserted into the updated DRAFT Rules & Regulations. I would recommend that the Commission hold off on approving this request until the new Rules & Regs are approved, then follow the policy outlined in those Rules & Regs.

Septage Rate

This is again kept in this report for discussion purposes. If the Commission is in favor of raising the septage rate to \$0.10, we will include that in the Public Hearing at the next meeting.

CVFD Joint Meeting

As a reminder, NCWP will be attending the CVFD Commission meeting on June 16th at 5 PM. The meeting will be held in the rear meeting room of the CVFD fire station. Per CVFD, these are the items to be discussed:

Good morning Jason and Hannah

The CVFD Board of Commissioners has asked me send you a list of the topics they would like to discuss at the meeting with the NCWP Board of Commissioners.

Topics of discussion

- Transfer of the IMA should CVFD dissolve
- NCWP aeration and single carousel upgrades
- NCWP Sludge Dryer
- NCWP Saco River Erosion project
- NCWP Franchise expansion

Please let us know which of the dates works best for your Board as soon as you can
- June 9th or June 16th – and if there is anything else they may want to discuss.

Thank you.

Sincerely,

Amy Snow

Pine Hill Franchise Area

No change.

Signature Documents

Motion of Commissioner Porter and seconded by Commissioner Nelson to ratify documents signed out of session:

- a. Delegation of Deposit Authority
- b. MS-232

Motion carried by a 2-0 voice vote.

Signing of Checks

Motion of Commissioner Porter and seconded by Commissioner Nelson to ratify checks signed out of session:

- c. Payroll Checks dated 6/9/2022
- d. Accounts Payable Checks dated 6/9/2022
- e. May Callfire Payroll Checks dated 6/08/2022

Motion carried by a 2-0 voice vote.

Non-Public

Motion of Commissioner Porter and seconded by Commissioner Nelson to enter into a Non-Public Session at 10:22AM under RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Motion carried by a 2-0 voice vote.

Bob Yes

Sue Yes

Motion of Commissioner Nelson and seconded by Commissioner Porter to return to Public Session at 11:38AM.

Motion carried by a 2-0 voice vote.

Motion of Commissioner Nelson and seconded by Commissioner Porter to seal the non-public meeting minutes because it is determined that divulgence of this information likely would render a proposed action ineffective.

Motion carried by a 2-0 voice vote.

Bob Yes

Sue Yes

Adjourn

Having nothing further to come before this public meeting, Motion of Commissioner Nelson and seconded by Commissioner Porter to adjourn this public meeting at 11:40AM. Motion carried by voice vote 2-0.

Respectfully,



Hannah Andersen
Recording Secretary